

**MassHealth**

# **Guide to Remittance Advice and Electronic Equivalents for Claim Form No. 4**

**MassHealth**



Executive Office of Health and Human Services  
MassHealth  
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### ***Introduction***

The following information describes in detail the paper remittance advice that MassHealth issues to providers in response to claims submitted on the paper claim form no. 4, or its electronic equivalent. For instructions on submitting paper claims on claim form no. 4, see the Billing Guide for Paper Claim Form No. 4. For information about billing electronically, see the applicable MassHealth companion guides. For general administrative and billing instructions, see Subchapter 5 of your MassHealth provider manual.

### ***General Explanation of Remittance Advice***

For each pay cycle (“run”), MassHealth issues a remittance advice to affected providers to explain the status of claims that were processed. It lists paid, denied, suspended, adjusted, voided and pended claims that were processed on that run. Claims within each status are sorted first by earliest date of service, second by patient account number, and third by the member’s last name. If the provider has not elected to have payments transferred directly into a bank account through electronic funds transfer (EFT), a check for the total amount of paid claims represented on the remittance advice will be mailed separately.

MassHealth uses the first page of the remittance advice to send important messages to providers. These messages may contain billing and payment information, as well as other topics. These updates should be shared with all applicable staff. Remittance advice messages may apply to all providers or to certain types of providers (for example, physicians or hospitals). These messages are also posted on the MassHealth Web site at [www.mass.gov/masshealth](http://www.mass.gov/masshealth). Click on MassHealth Regulations and Other Publications, then on Provider Library, then on Remittance Advice Message Text.

These instructions contain the following information about the remittance advice:

- a sample cover page of the remittance advice;
- an item-by-item key to identify the location and type of information found on the remittance advice;
- an explanation of the information on the remittance advice relating to the status of each claim, including examples of paid, denied, suspended, and pended claims;
- an explanation of the information on the remittance advice relating to the different kinds of claims-processing requests, including requests for payment, adjustments, voids, and returned monies; and
- examples of remittance advices.

The error codes that may appear on the paper remittance advice and their definitions are listed and explained in Subchapter 5 of your MassHealth provider manual.

***Sample Cover Page of the Remittance Advice***

Pictured below is a sample cover page of the remittance advice used to report the status of all claims submitted on the MassHealth claim form no. 4 and its electronic equivalents. The cover page will include message text, if applicable.

```

(04)                                EPSDT  (PGH)  (4)  REMITTANCE ADVICE                                RUN: 1234 MM/DD/YY

                                COMMONWEALTH OF MASSACHUSETTS

EXECUTIVE OFFICE OF HEALTH AND HUMAN SERVICES                                PROVIDER NUMBER 1234567

                                OFFICE OF MEDICAID

                                                                PROVIDER PAGE      REPORT PAGE

PROVIDER NAME
ATTENTION LINE
STREET ADDRESS
CITY          STATE ZIP

*** MESSAGE TEXT***

```

### ***Item-by-Item Explanation of the Remittance Advice***

Pictured below is a sample of the claim detail of the remittance advice.

(04)	1	EPSDT (PGH) (4) REMITTANCE ADVICE COMMONWEALTH OF MASSACHUSETTS EXECUTIVE OFFICE OF HEALTH AND HUMAN SERVICES OFFICE OF MEDICAID	RUN 1234 MM/DD/YY PROVIDER NUMBER 1234567	2	3
PROVIDER NAME	7			4	
PROVIDER ADDRESS					
CITY	STATE	ZIP		6	5

  

PATIENT	RECIPIENT	RECIPIENT	TCN	FROM	TO	UNITS/	PROC	SERV-	AMOUNT	OTHER	AMOUNT	STATUS	REMARKS
ACCOUNT	NAME	ID		DATE	DATE	PLACE OF	CODE/	ICING	REQUEST	PAID	PAID BY		
NUMBER		NUMBER				SERVICE	MOD	PROV NO		AMOUNT	MEDICAID		
8	9	10	11	12	13	14	15	16	17	18	19	20	21

  

DIAG	OTH INS	ERRORS
22	23	24



### *Item-by-Item Explanation of the Remittance Advice (cont.)*

#### **Top of Advice**

<u>Field No.</u>	<u>Field Data</u>	<u>Description</u>
1	Invoice Type	This is the MassHealth claim form number used for your claim submissions. Electronic submissions are translated to the corresponding MassHealth claim form type.
2	Run	This is the number identifying the specific processing cycle.
3	Date	This is the date (month/day/year) the remittance advice was printed.
4	Provider Number	This is the pay-to provider number.
5	Report Page	This is the page number of the total computer printout.
6	Provider Page	This is the sequential page number of the remittance advice.
7	To	This is the legal entity's name and the check-mailing address.

#### **Claim Lines**

8	Patient Account Number	This is the patient account number entered on the claim.
9	Recipient Name	Members' names are listed by month of service within each claim status and alphabetically by last name.  If the member identification number is not on the member eligibility file, or if the number is incorrect, "NM NOT AVAIL" appears in this field.
10	Recipient ID	This is the member identification number that was entered on the claim.



### Item-by-Item Explanation of the Remittance Advice (cont.)

<u>Field No.</u>	<u>Field Data</u>	<u>Description</u>
11	TCN	This is a unique 10-character number assigned to each claim line. The transaction control number (TCN) is assigned when a claim is received. It is used to identify a claim for adjustments, resubmittals, and records research. Below is an explanation of each digit in two types of TCNs. Electronic claims are identified by an alpha character in the fifth position of the TCN.

**Examples:** 612302743A and 6123A2743A

<b>Last Digit of Current Calendar Year</b>	<b>Julian Date Claim Is Received</b>	<b>MMIS Batch Number</b>	<b>Claim Number within Batch</b>	<b>Line on Claim Form</b>
6	123	027	43	A
6	123	A27	43	A
(2006)	(May 3)	(Batch #27)	(Claim #43)	(Claim Line A)
12	From Date	This is the first date of service.		
13	To Date	This is the last date of service.		
14	Units/Place of	<b>Units.</b> This is the number of consecutive days, number of service items, or number of time units billed on the claim.  <b>Place of Service.</b> This is the code entered on the claim that indicates the place of service.		
15	Proc Code/Mod	This is the service code and, if applicable, the modifier entered on the claim.		
16	Servicing Prov. No.	This is the MassHealth provider number of the provider that performed the service.		
17	Amount Requested	This is the charge entered on the claim for the service.		
18	Other Paid Amount	This is the amount entered on the claim that was paid by other health insurance, if applicable.		
19	Amount Paid by Medicaid	This appears for paid, adjusted, and pended claims only and is the amount paid by MassHealth.  Positive amounts are amounts paid by MassHealth. A positive payment results from the submission of a claim approved for payment or from an accepted adjustment of a previously paid or pended claim.  Negative amounts are amounts owed by the provider to MassHealth. A negative amount is generated by an adjustment to or a void of a previously paid or pended claim that resulted in an overpayment.		



### *Item-by-Item Explanation of the Remittance Advice (cont.)*

<u>Field No.</u>	<u>Field Data</u>	<u>Description</u>
20	Status	<p>This reports the status of the claim, adjustment, resubmittal, void, or returned monies.</p> <p>PAID – The claim is paid. DENIED – The claim is not paid. SUSPEND – The claim must be reviewed to determine status. ACCEPTED – Void claim is accepted. \$ AMOUNT – For a recoupment (RECOUP appears in the Remarks section), this is the dollar amount of the original payment. For a debit adjustment (DBADJ appears in the Remarks), this is the amount of the original payment; for a credit adjustment (CRADJ), this is the amount of the recalculated payment. RETURNED CHECK AMOUNT – Denotes a returned money void.</p>
21	Remarks	<p>This contains additional information about the claim being processed and returned monies description.</p> <p>ORIG – Denotes original claim. RESUB – Denotes resubmittal of a previously denied claim. DBADJ – Denotes the original claim payment. CRADJ – Due to an adjustment, the amount previously paid is recalculated. FISCPEND – Claim is pending payment for fiscal reasons. RELFISC – Claim is released from fiscal pend. PPR – Denotes post payment review (PPR) pend (indicates the withhold case log number). REL – Released from PPR pend (indicates the withhold case log number). RECOUP – The payment amount was subtracted to satisfy an amount owed to MassHealth for an overpayment or a sanction. TAPE – The claim was submitted electronically. TPL-18-A – Denotes collection from Title XVIII (Medicare Part A). TPL-18-B – Denotes collection from Title XVIII (Medicare Part B). TPL-INS – Denotes collection from health insurance. TITLE 18 – Denotes return from Medicare, but undetermined if Part A or B.</p>

## Item-by-Item Explanation of the Remittance Advice (cont.)

The following remarks are indicated only for returned money, zero-paid adjustments, and returned money voids.

TPL-INS – Denotes collection from health insurance.

TPL-ACC – Denotes collection from casualty insurance, workers' compensation, auto accident, etc.

RET-PROV – Money was returned because it was paid to the wrong provider.

RET-RECP – Money was returned because it was paid for the wrong member.

RET-ERR – The provider billed the service before the service dates or the service was not delivered.

RET-DUPA – The money was returned because of a duplicate payment.

RET-DUPB – The provider billed twice.

RET-CRADJ – Denotes collection from credit balance on member accounts.

RET-OVER – The provider was paid more than the amount billed.

RET-PART – The provider performed only a component of the service billed.

RET-OTH – Money was returned for other reason.

VOID – Denotes void to a previously paid claim.

VOIDNOCK – Denotes void to a previously paid claim without a return check.

REMARKS (last character) – The last character of the remarks "code" indicates the following conditions.

M – The claim was manually reviewed.

P – The claim was pended.

R – The claim was for returned money.

S – The claim was suspended.

22	Diag	If applicable, this is the principal ICD-9-CM diagnosis code that was entered on the claim.
23	Oth Ins	The TPL carrier code representing the explanation of benefits (EOB) from another insurance will appear in this field if an EOB from the other insurance was submitted.
24	Errors	If applicable, the error codes that caused the claim to be suspended or denied will be shown here. See Part 6 of Subchapter 5 of your MassHealth provider manual for a complete list of error codes and their definitions.



### Item-by-Item Explanation of the Remittance Advice Total Page

Pictured below is a sample total page of the MassHealth remittance advice. Field descriptions begin on page 8.

(04)	EPSDT (PGH) (4) REMITTANCE ADVICE	RUN: 1234 MM/DD/YY
	COMMONWEALTH OF MASSACHUSETTS	
PROVIDER NAME	EXECUTIVE OFFICE OF HEALTH AND HUMAN SERVICES	PROVIDER NUMBER 1234567
	OFFICE OF MEDICAID	
PROVIDER ADDRESS		PROVIDER PAGE
CITY STATE ZIP		REPORT PAGE
		2 1234

  

PAYMENT STATUS					
	NUMBER OF CLAIMS	PROVIDER BILLED	UNITS	OTHER PAID AMOUNT	MEDICAID PAID AMOUNT
	1	2	3	4	5
PAID CLAIMS	0	.00	0	.00	.00
ADJUSTED CLAIMS	0	.00	0	.00	.00
VOIDED CLAIMS	0	.00	0	.00	.00
DENIED CLAIMS	0	.00	0	.00	.00
SUSPENDED CLAIMS	0	.00	0	.00	.00
PENDED CLAIMS	0	.00	0	.00	.00
TOTALS	6	.00	0	.00	.00

  

PROVIDER VOUCHER AMT	7	\$	.00				
VOUCHER NUMBER	00000000		8				
RETURN CHECK AMOUNT	9	\$.00		PROVIDER RETURNS	\$.00	OTHER RETURNS	\$.00

  

RECOUPMENT ACTIVITY							
RECOUPMENT ACCOUNT	DESCRIPTION	CASE LOG NUMBER	OPENING BALANCE	TRANSACTIONS APPLIED	CLOSING BALANCE		
10	11	12	13	14	15		
00	X	0	00	0	00		

  

SANCTION ACTIVITY			
CASE LOG NUMBER	OPENING BALANCE	TRANSACTIONS APPLIED	CLOSING BALANCE
16	17	18	19



### *Item-by-Item Explanation of the Remittance Advice Total Page (cont.)*

#### **Payment Status**

<u>Field No.</u>	<u>Field Data</u>	<u>Description</u>
1	Number of Claims	These are the totals of the number of claims within each of the following six categories of claim status: <ul style="list-style-type: none"><li>• paid claims;</li><li>• adjusted claims;</li><li>• voided claims;</li><li>• denied claims;</li><li>• suspended claims; and</li><li>• pended claims.</li></ul>
2	Provider Billed Amount	These are the totals of the amounts billed by the provider for each of the six categories of claim status.
3	Units	These are the totals of the number of payable days or units for each of the six categories of claim status.
4	Other Paid Amount	These are the totals of the amounts paid by other health insurance for each of the six categories of claim status, when applicable.
5	Medicaid Paid Amount	These are the totals of the amounts paid by MassHealth for each of the six categories of claim status.
6	Totals	These are the totals for Items 1 through 5 listed above.
7	Provider Voucher Amount	This is the amount of the payment check or electronic funds transfer, when applicable.
8	Voucher Number	This is the number of the payment issued to the provider.
9	Returned Check Amount	This is the total amount of payment the provider returned to MassHealth, if applicable.



### Item-by-Item Explanation of the Remittance Advice Total Page (cont.)

#### Recoupment Activity

<u>Field No.</u>	<u>Field Data</u>	<u>Description</u>
10	Recoupment Account	This code identifies the type of activity for the recoupment account for this processing cycle.

**Note:** If the recoupment account code G, H, or I appears in this item, a separate check for the recouped amount has been issued to the appropriate government agency. When checks are issued as part of recoupment activity, the check numbers are printed in the lower-right margin of the remittance advice.

<b>Code</b>	<b>Description</b>
-------------	--------------------

A	Special payments - Current claim
B	Special payments - Retro claims
D	Retro decrease
E	Program review recoveries (PRR)
F	Overpayments
G	Dept. of Revenue
H	Dept. of Employment Security
I	Internal Revenue Service
J	Vendor error
K	PPR overpayment
L	PPR
M	PPR - Medicare recoveries
N	PPR - Non-Medicare recoveries
P	Prospective interim payment
R	Financial compliance
ZZ	Medicare recovery

11	Description	This is a description of the recoupment account with activity this processing cycle, if applicable.
12	Case Log Number	This is the case log number assigned to the post-payment review recoupment account with activity this processing cycle, if applicable.
13	Opening Balance	This is the balance of the recoupment account at the beginning of this processing cycle, if applicable.
14	Transactions Applied	This is the amount of claims activity applied to the recoupment account this processing cycle, if applicable.
15	Closing Balance	This is the balance of the recoupment account at the end of this processing cycle, if applicable.



*Item-by-Item Explanation of the Remittance Advice Total Page (cont.)*

**Sanction Activity**

<u>Field No.</u>	<u>Field Data</u>	<u>Description</u>
16	Case Log Number	This is the sanction case log number assigned to the sanction activity during this processing cycle, if applicable.
17	Opening Balance	This is the balance of the sanction account at the beginning of this processing cycle, if applicable.
18	Transactions Applied	This is the amount of claims activity applied to the sanction account this processing cycle, if applicable.
19	Closing Balance	This is the balance of the sanction account at the end of this processing cycle, if applicable.



## Examples of Claim Lines on the Remittance Advice

### Example of a Paid Claim

In this example, services were furnished to eligible MassHealth member John Doe on July 1, 2005. The total charges are in accordance with the MassHealth allowable amount for this service code.

PATIENT	RECIPIENT	RECIPIENT	TCN	FROM	TO	UNITS/	PROC	SERV-	AMOUNT	OTHER	AMOUNT	STATUS	REMARKS
ACCOUNT	NAME	ID		DATE	DATE	PLACE OF	CODE/	ICING	REQUEST	PAID	PAID BY		
NUMBER		NUMBER				SERVICE	MOD	PROV NO		AMOUNT	MEDICAID		
01234ABC	DOE JOH	0123456789	512345678A	070105	070105	1 01	12340	0123456	10000	00	10000	PAID	(ORIG)
	DIAG 0123	OTH INS	ERRORS										

### Example of a Denied Claim

In this example, services were furnished to eligible MassHealth member John Doe on July 1, 2005. Two claims for the same service were mistakenly submitted. The second (current) submission was denied with error code 103. (See Part 6 of Subchapter 5 of your MassHealth provider manual for a complete description of the error code.) The previously paid claim appears on the following line as a “Conflicting Claim” with the run number of the remittance advice on which it appeared.

PATIENT	RECIPIENT	RECIPIENT	TCN	FROM	TO	UNITS/	PROC	SERV-	AMOUNT	OTHER	AMOUNT	STATUS	REMARKS
ACCOUNT	NAME	ID		DATE	DATE	PLACE OF	CODE/	ICING	REQUEST	PAID	PAID BY		
NUMBER		NUMBER				SERVICE	MOD	PROV NO		AMOUNT	MEDICAID		
01234ABC	DOE JOH	0123456789	512345678A	070105	070105	1 01	12340	0123456	10000	00	10000	DENIED	(ORIG)
	DIAG 0123	OTH INS	ERRORS	103									
01234ABC	DOE JOH	0123456789	512345680A	070105	070105	1 01	12340	0123456	10000	00	10000	DENIED	(ORIG)
	DIAG 0123	OTH INS	ERRORS	CONFLICTING CLAIM RUN	1233								

### Example of a Suspended Claim

In this example, care was furnished to MassHealth member John Doe on July 1, 2005. When the provider billed MassHealth for the service, the claim was suspended with error code 246, which means that the member identification number entered on the claim is ineligible on the date of service entered on the claim. (See Part 6 of the Subchapter 5 of your MassHealth provider manual for a complete description of the error code.) According to the MassHealth member eligibility file, John Doe was not eligible for MassHealth on the date of service. The claim will be recycled for up to 30 days to allow for possible updates to the eligibility file.

PATIENT	RECIPIENT	RECIPIENT	TCN	FROM	TO	UNITS/	PROC	SERV-	AMOUNT	OTHER	AMOUNT	STATUS	REMARKS
ACCOUNT	NAME	ID		DATE	DATE	PLACE OF	CODE/	ICING	REQUEST	PAID	PAID BY		
NUMBER		NUMBER				SERVICE	MOD	PROV NO		AMOUNT	MEDICAID		
01234ABC	DOE JOH	0123456789	512345678A	070105	070105	1 01	12340	0123456	10000	00	10000	SUSPEND	(ORIG)
	DIAG 0123	OTH INS	ERRORS	246									



## Examples of Claim Lines on the Remittance Advice (cont.)

### Example of a Post-Payment Review Unit (PPRU) Pended Claim

In this example, it was determined that \$100.00 was payable for this claim; however, payment is being withheld as a result of a Notice of Withhold. See 130 CMR 450.249. A withhold inhibits the release of current payments to a provider. This claim may be released for payment when a resolution is reached between the provider and MassHealth, or the amount owed is finally adjudicated and all due amounts have been recovered.

PATIENT ACCOUNT NUMBER	RECIPIENT NAME	RECIPIENT ID	TCN	FROM DATE	TO DATE	UNITS/ PLACE OF SERVICE	PROC CODE/ MOD	SERV- ICING PROV NO	AMOUNT REQUEST	OTHER PAID	AMOUNT PAID BY MEDICAID	STATUS	REMARKS
01234ABC	DOE JOH	0123456789	512345678A	070105	070105	1 01	12340	0123456	10000	00	10000		(PPRU1234)
DIAG 0123	OTH INS	001 002	ERRORS										

### Examples of Adjustments

An adjustment is indicated on a remittance advice by a debit-credit transaction. The debit (DBADJ) line reflects the original claim, and the corresponding status field contains the amount originally paid. The credit (CRADJ) line reflects the adjustment to the original claim, and the corresponding status field contains the amount that should have been paid. The amount in the “Amount Paid by Medicaid” column represents the difference between these two amounts. This amount will be zero if the adjustment did not change the original payment. If the amount is negative, it will be deducted from current payments. If the amount is positive, it will result in an additional payment for the claim.

The following examples illustrate situations when adjustments result in (1) a negative amount, (2) a positive amount, and (3) no change to the payment (zero adjustment).

#### Example of a Negative Amount Adjustment

In this example, a change in the number of units from two to one resulted in a reduction of the amount paid by MassHealth. This change established an overpayment of \$50.00 (\$100.00 minus \$50.00) for the original claim that had been paid to the provider. The provider should have been paid \$50.00. The \$50.00 overpayment will be deducted from the total amount of paid claims on the remittance advice.

PATIENT ACCOUNT NUMBER	RECIPIENT NAME	RECIPIENT ID	TCN	FROM DATE	TO DATE	UNITS/ PLACE OF SERVICE	PROC CODE/ MOD	SERV- ICING PROV NO	AMOUNT REQUEST	OTHER PAID	AMOUNT PAID BY MEDICAID	STATUS	REMARKS
01234ABC	DOE JOH	0123456789	512345678A	070105	070105	1 01	12340	0123456	5000	00	5000-	5000	(CRADJ)
DIAG 0123	OTH INS	001 002	ERRORS										
01234ABC	DOE JOH	0123456789	512345678A	070105	070105	2 01	12340	01234560	10000			10000-	(DBADJ)
DIAG 0123	OTH INS	001 002	ERRORS										



### Examples of Claim Lines on the Remittance Advice (cont.)

#### Example of a Positive Amount Adjustment

In this example, a change in the units from one to two resulted in an increase in the amount paid by MassHealth. This change established an underpayment of \$50.00 (\$100.00 minus \$50.00 original payment) for the provider. As a result, MassHealth pays an additional \$50.00 to the provider.

PATIENT ACCOUNT NUMBER	RECIPIENT NAME	RECIPIENT ID	TCN	FROM DATE	TO DATE	UNITS/ PLACE OF SERVICE	PROC CODE/ MOD	SERV- ICING PROV NO	AMOUNT REQUEST	OTHER PAID	AMOUNT PAID BY MEDICAID	STATUS	REMARKS
01234ABC	DOE JOH	0123456789	512345678A	070105	070105	2 01	12340	0123456	10000		50000	10000	(CRADJ)
	DIAG 0123	OTH INS 001 002	ERRORS										
01234ABC	DOE JOH	0123456789	512345678A	070105	070105	1 01	12340	0123456	5000			5000-	(DBADJ)
	DIAG 0123	OTH INS 001 002	ERRORS										

#### Example of a Zero Adjustment

In this example, a change in the date of service did not change the original payment amount.

PATIENT ACCOUNT NUMBER	RECIPIENT NAME	RECIPIENT ID	TCN	FROM DATE	TO DATE	UNITS/ PLACE OF SERVICE	PROC CODE/ MOD	SERV- ICING PROV NO	AMOUNT REQUEST	OTHER PAID	AMOUNT PAID BY MEDICAID	STATUS	REMARKS
01234ABC	DOE JOH	0123456789	512345678A	070205	070205	1 01	12340	0123456	10000		50000	10000	(CRADJ)
	DIAG 0123	OTH INS 001 002	ERRORS										
01234ABC	DOE JOH	0123456789	512345678A	070105	070105	1 01	12340	0123456	10000		50000	10000-	(DBADJ)
	DIAG 0123	OTH INS 001 002	ERRORS										

#### Example of a Void

A void transaction is reported on a remittance advice to correct and report any one of the following situations:

- duplicate claim erroneously paid;
- payment to wrong provider;
- payment for wrong member;
- payment in excess of the maximum allowable MassHealth amount;
- payment for overstated services; or
- payment for services for which payment has been received from one or more third-party payers.

A void transaction always results in a negative amount to reverse the original claim. These voids do not represent the return of owed monies. Therefore, they are treated as an overpayment and are deducted from current payments.



### Examples of Claim Lines on the Remittance Advice (cont.)

In this example, a payment of \$100.00 was issued to the wrong provider for a claim for John Doe. This claim is voided and this provider's current payments are reduced until the total amount of \$100.00 is recovered.

PATIENT ACCOUNT NUMBER	RECIPIENT NAME	RECIPIENT ID	TCN	FROM DATE	TO DATE	UNITS/ PLACE OF SERVICE	PROC CODE/ MOD	SERV- ICING PROV NO	AMOUNT REQUEST	OTHER PAID	AMOUNT PAID BY MEDICAID	STATUS	REMARKS
01234ABC	DOE JOH	0123456789	512345678A	070105	070105	1 01	12340	0123456	10000		10000-		ACCEPTED (VOID)
DIAG 0123	OTH	INS 001 002	ERRORS										

### Recoupment/Recovery Information

When a claim adjustment or a void results in an overpayment, a negative amount appears in the "Amount Paid by Medicaid" column on the remittance advice. These negative amounts are subtracted from the provider's current payment. If a negative balance is still outstanding, it is carried forward as an outstanding recoupment account. This activity is reported on the remittance advice and will appear under "Remarks."

Monies owed by a provider will be deducted by MassHealth from future claim payments.

MassHealth may be required to make payment to federal or state authorities when served with a levy upon payments due to a MassHealth provider. In these instances, a recoupment account for the amount of the levy is established for one processing cycle. Levy amounts are recouped from current payments. This activity is reported on the remittance advice. Payments are sent to the proper federal or state authority.

### Example of a Recoupment/Recovery

In this example, a recoupment in the amount of \$100.00 was reported. On this remittance advice, \$50.00 was applied, leaving a balance due of \$50.00. The balance will be applied against the next payment made to the provider.

RECOUPMENT ACTIVITY					
RECOUPMENT ACCOUNT	DESCRIPTION	CASE LOG NUMBER	OPENING BALANCE	TRANSACTIONS APPLIED	CLOSING BALANCE
A	SPECIAL PAYMENTS-CUR		100.00	50.00	50.00

### Additional Information

For more information about submitting claims, consult the administrative and billing instructions in Subchapter 5 of your MassHealth provider manual. For MassHealth contact information, refer to Appendix A of your MassHealth provider manual.

Subchapter 5 and Appendix A are both available on the Web. Go to [www.mass.gov/masshealth](http://www.mass.gov/masshealth) and click on MassHealth Regulations and Other Publications.